



State of Arizona

Government Information Technology Agency

Statewide Policies, Standards and Procedures
(PSP) Program

CIO Council Presentation



State of Arizona

GITA's Role and Responsibilities

A.R.S 41-3501 et. seq.

- Adopt Statewide IT Policies & Standards
- Evaluate Agency IT Plans
- Develop & Implement a Statewide IT Plan
- Inventory IT Assets of the State
- Approve Agency IT Projects [\$25k - \$1,000k]



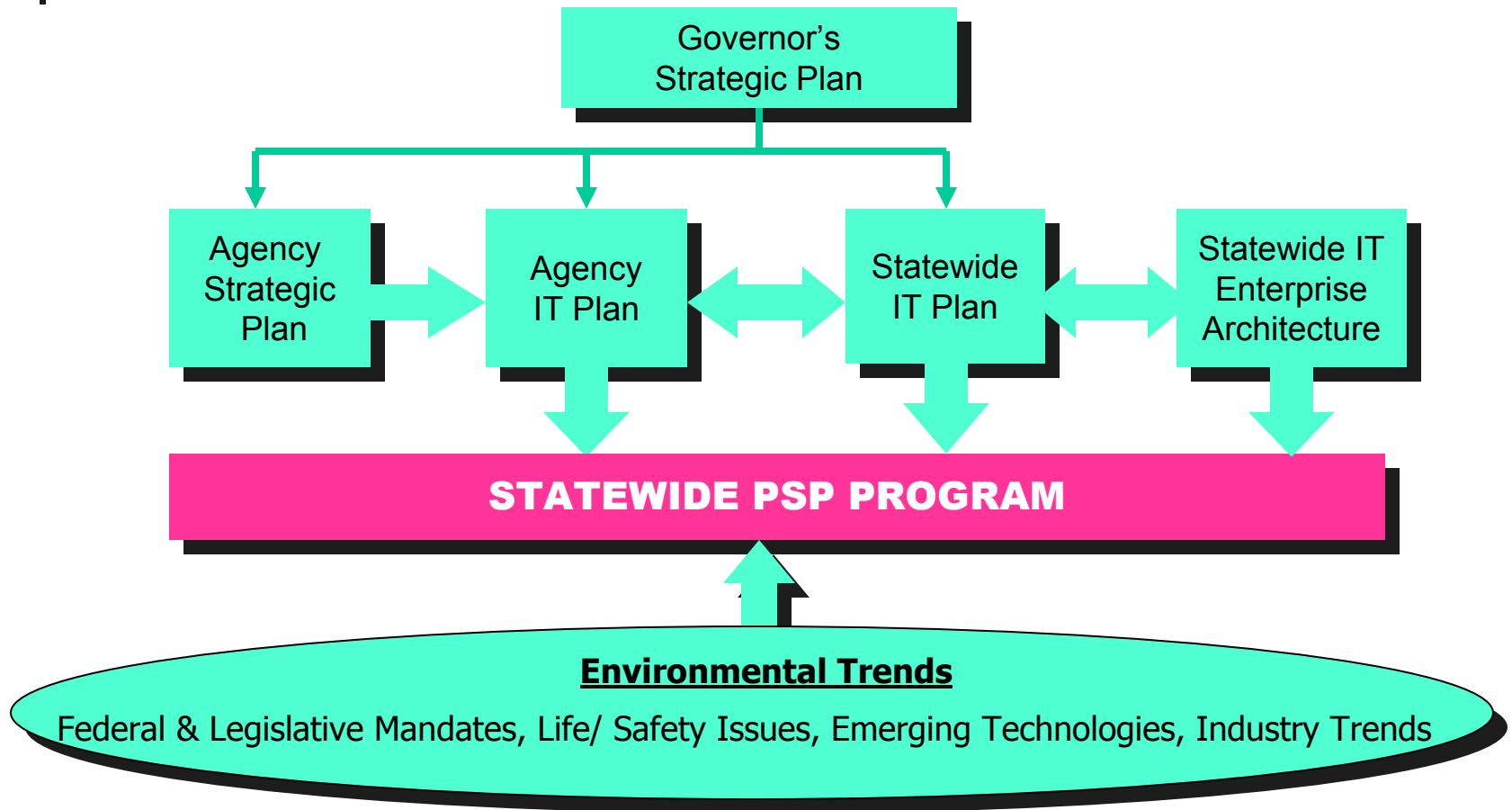
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Purpose of PSP Program

- The purpose of the PSP Program is to provide a framework of governance for conducting State IT business. The Governor, GITA and Agency IT Strategic Plans are key in formulating Statewide IT policies.
- To plan and provide for compatible IT architectures and infrastructures across agencies statewide, consistently modernize to remain relevant.
- Develop and implement creative possibilities with technology into operational support for State agencies.
- Provide necessary collaboration and coordination of systems across agency/business lines to meet citizen needs for simplicity and e-government initiatives.

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PSP Program - Strategic Sources





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PSP Definitions

Statewide Policy

- To give directions and expectations on important e-government initiatives and IT strategies of the State as an enterprise. Leans toward the general rather than the specific.
- Intended to be high level, flexible and comprehensive enough to accommodate a dynamic IT environment.
- Should be established only when an initiative or strategies are expected to be pressing, or soon to be implemented. Reflects the State's culture.
- Care should be taken to guard against policy proliferation which dilutes the importance of Policies.



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PSP Definitions

Statewide Standards

- Mandatory statements on emerging technologies and/or services which identifies expected levels of performance by State agencies.
- Statements are high level, comprehensive with facts and features in defining minimum and acceptable IT requirements.
- In keeping with fair competition laws, Statewide standards shall be written to promote competitive practices among contractors and vendors.



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PSP Definitions

Statewide Procedure

- A series of steps and instructions on how to satisfy and achieve Statewide standards.
- A particular way of doing something in regular order which defines the process of a Statewide standard.

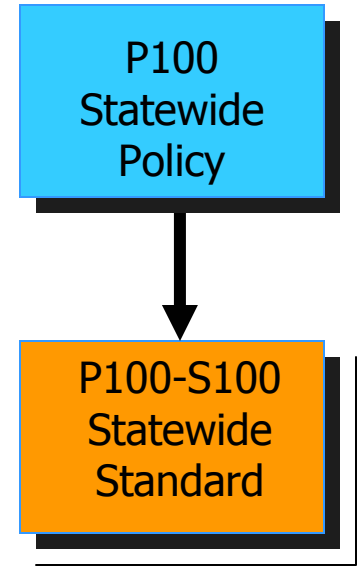
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PSP Methods

"A Statewide policy may exist by itself without a Statewide standard."



"A Statewide policy may also have one to many Statewide standards."



"A Statewide standard must always be related to a Statewide policy."



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PSP Methods

"A Statewide standard may exist by itself without a Statewide procedure."

P100-S100
Statewide
Standard

"A Statewide standard may also have one to many Statewide procedures."

P100-S100
Statewide
Standard

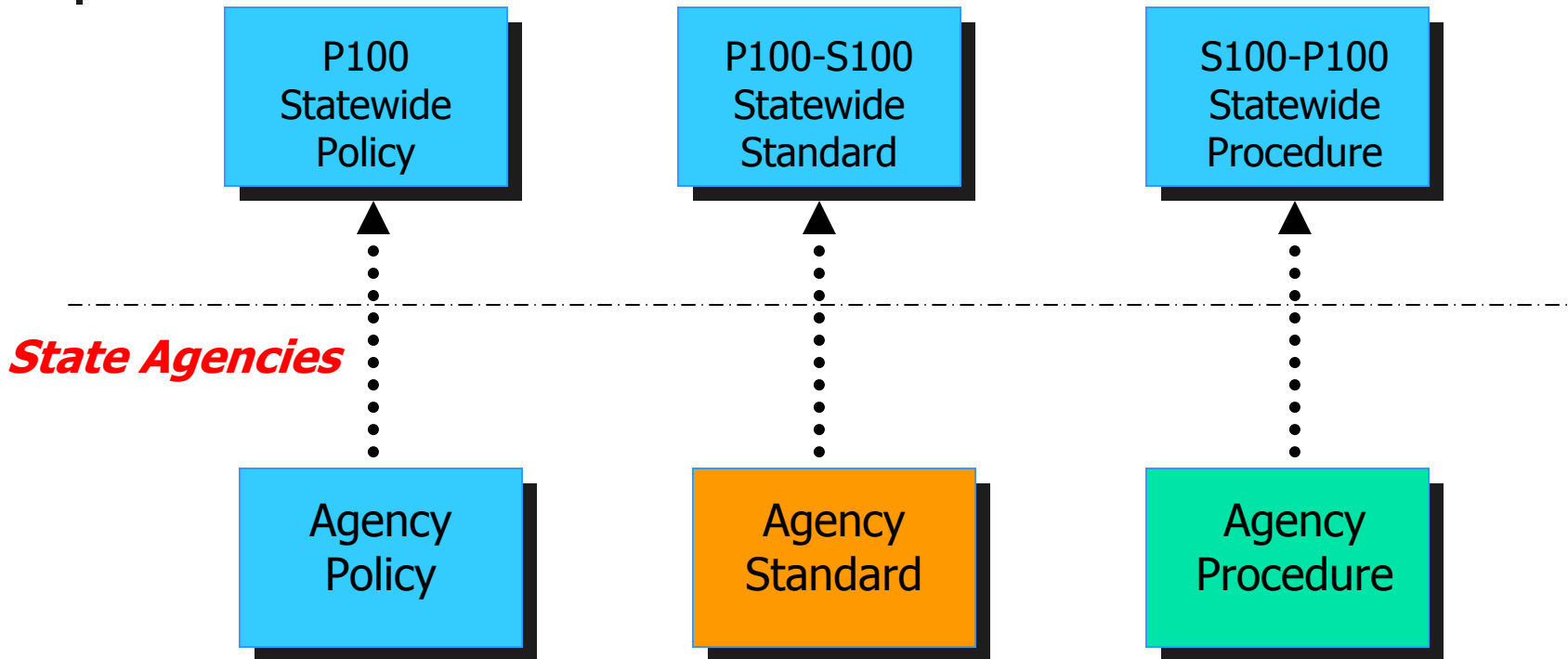


S100-P100
Statewide
Procedure

"A Statewide procedure must always be related to a Statewide standard."

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PSP Methods



"Similar agency PSPs must reference Statewide PSPs. Agencies may develop application- and/or system-specific policies, standards and procedures if subject matter is not established as a Statewide PSP."



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PSP Process

- GITA creates initial draft of proposed policies and standards.
- Task Team identified - all agencies invited to participate, GITA facilitates.
- Task Team provides revisions for draft prior to approval by CIO Council.
- CIO Council reviews, recommends and approves.
- GITA Director signs. PSP's effective dates are based on the day of signature approval by the GITA Director.
- Final version sent to Agency Directors, CIO's, Auditor General, etc.



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Other PSP Guidelines

- All standards have a required level of performance or “bar”.
- In some cases, a required level may be modified to accommodate an optimal level of performance.
- The development of each level is based on the demand it places on IT resources in order to comply.
- In some cases required and/or optimal standards will be unfunded mandates. Therefore, all agencies are requested to budget for IT resources for the next budget cycle.
- If an agency is not at the required level of performance by the effective date of a PSP, the agency is out of compliance.



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GITA Assistance

- GITA will help agencies with requesting resources necessary to reach acceptable levels for PSP.
- GITA will help communicate to others on importance of the PSP program and that agencies are in compliance.



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Current PSPs To-Date

Please refer to the GITA's web site for current policies and standards located at http://gita.state.az.us/policies_standards/